

## SECTION 7. CATALOG TRANSACTIONS

**7.1 General.** The primary purpose of the Catalog File is to provide edit capability for processing transactions. Update the edit criteria within the Catalog File on an as-required basis by using a ZRB, ZRC, or ZRD transaction, and by running the Semiannual Catalog Process. To initiate the Catalog Transaction Process, do the following:

a. Sign on to the system by entering a valid User ID and Password. Enter "SPBS" on the command line of the Master Menu and press ENTER.

b. Place an "X" in the option column beside "Catalog Transactions" and press ENTER, or press the F4 function key. The Catalog Processing Menu as shown in figure 7.1-1 appears.

DATE:	CATALOG PROCESSING MENU	TIME:
ENTER "X" AT OPTION DESIRED		
OPTION -----	SELECTION -----	
	ZRB - NSLIN CATALOG HEADER (ADD)	
	ZRB - NSLIN CATALOG HEADER (CHANGE)	
	ZRB - NSLIN CATALOG HEADER (DELETE)	
	ZRC - NSN/MCN CATALOG (ADD)	
	ZRC - NSN/MCN CATALOG (CHANGE)	
	ZRD - MCN/NSN CHANGE (CHANGE)	
	ZRD - MCN/NSN CHANGE (DELETE)	
	NON-STANDARD CATALOG PROCESS	
	CATALOG UPDATE (B06ALJ - COMPLETE)	
ACTION: _____		SCREEN 670
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.1-1. Catalog Processing Menu

NOTE: Operating in the Multi-User environment, the Catalog Update (B06ALJ - Complete) can only be run from the File Server System.

**7.2 NSLIN Catalog Header (ZRB).** Use the ZRB transaction to add, change, or delete a header record for a Nonstandard Line Item Number (NSLIN) in the Catalog File. This is for property book items not listed in SB 700-20. Data elements affected by the ZRB are the NSLIN and generic nomenclature. (See appendix E for data elements.)

a. Prepare a ZRB for each generic nomenclature grouping of nonstandard property book items. Add the NSLIN to the Catalog File before processing a ZRC, NSN/MCN Catalog, transaction.

b. An NSLIN record can apply to either an MCN or an NSN item not listed in SB 700-20. Nonexpendable special tools, CTA items, basic loads, etc., with assigned NSN fall in this category. Locally assigned NSLIN with MCN are also in this category. Format for an NSLIN will be:

(1) For non-CTA items with NSN for locally-assigned MCN:

(a) The first position will be the same as the first character of a like item in SB 700-20. Sample: Alarm Chemical is A32060. If you were going to add an NSLIN for Alarm Chemical, the first position would be an "A."

(b) The second position should be the same as the first alpha character of the main noun nomenclature to ensure the nonstandard catalog record is in alphabetical order as similarly constructed in SB 700-20. Sample: Alarm Chemical begins with "A," so the second position would be an "A."

(c) The following four positions will be numeric and sequentially assigned. Blocks of unused numbers should be left between assigned numbers, to retain alphabetical sequencing, and to allow sufficient "room to grow" between generic groups; that is, if AA0001 is assigned to accessory kit, assign AA0050 to analyzers to permit later addition of different types of accessory kits, activators, adapters, amplifiers, etc.

(d) The generic nomenclature is limited to 51 alphanumeric characters (including spaces).

(2) For items with CTA LIN, assign these numbers as they are shown in the CTA (first five numeric positions, then an alpha character).

c. Prepare ZRB in an add, change, or delete format. There is a menu selection for each type of transaction. The Type Action Codes by transaction are:

(1) Add - Use ZRB Add to add an item.

(2) Change - Use ZRB Change to change the NSLIN and/or generic nomenclature. If there is more than one NSN/MCN on the Catalog File for this NSLIN, the system updates the LIN and/or generic nomenclature for each record. When processing a ZRB(C) to change an NSLIN, also process a ZRZ to update the ABF and THF.

(3) Delete - Use ZRB Delete to delete a record from the Catalog File and ABF when on-hand and due-in quantities are at zero balance. The system will not delete a Catalog record if there is a quantity on-hand or due-in to any UIC. If an NSLIN with an on hand balance or due-in needs to be changed, use a ZRD(D) to delete it from the Catalog File. Use a ZRB(A) and a ZRC(A) to add the corrected or new NSLIN, and process a ZRZ to change the ABF and THF NSLIN records.

d. The system lists ZRB on the Input Trans/Error Listing, PCN: ALV-141.

NOTE: PCN: ALV-802 is a listing of nonstandard items on the Catalog File. The PBO may produce this listing by selecting the "Non-Standard Catalog Process" option on the Catalog Processing Menu screen. For information on an individual LIN/NSLIN, use the Inquiry Process.

e. To initiate the add, change, or delete process, do one of the following:

(1) Place an "X" in the option column beside "ZRB-NSLIN Catalog Header (Add)" and press ENTER. The NSLIN Catalog Header (Add) screen shown in figure 7.2-1 appears. Make appropriate entries and press ENTER. This posts the data to the Catalog File.

DATE:	NSLIN CATALOG HEADER (ADD)	TIME:
KEY IN DATA		
	(01-03) DIC .....	ZRB
	(04-09) NSLIN .....	_____
	(16-40) GENERIC NOMENCLATURE ..	_____
	(41-66) .....	_____
	(80) TYPE ACTION CD .....	A
PRESS ENTER		
ACTION: _____		SCREEN 671
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.2-1. NSLIN Catalog Header (Add) Screen

(2) Press the F4 function key. Place an "X" beside "ZRB-NSLIN Catalog Header (Change)" and press ENTER. The NSLIN Catalog Header (Change) screen shown in figure 7.2-2 appears. Make appropriate entries and press ENTER. This posts the data to the Catalog File.

DATE:	NSLIN CATALOG HEADER (CHANGE)	TIME:
KEY IN DATA		
	(01-03) DIC .....	ZRB
	(04-09) NSLIN (OLD).....	_____
	(10-15) NSLIN (NEW) .....	_____
	(16-40) GENERIC NOMENCLATURE ..	_____
	(41-66) .....	_____
PRESS ENTER		
ACTION: _____		SCREEN 683
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.2-2. NSLIN Catalog Header (Change) Screen

(3) Press the F4 function key. Place an "X" beside "ZRB-NSLIN Catalog Header (Delete)" and press ENTER. The NSLIN Catalog Header (Delete) screen shown in figure 7.2-3 appears. Make appropriate entries and press ENTER. This posts the data to the Catalog File.

DATE:	NSLIN CATALOG HEADER (DELETE)	TIME:
KEY IN DATA		
	(01-03) DIC .....	ZRB
	(04-09) NSLIN .....	_____
	(80) TYPE ACTION CD .....	D
PRESS ENTER		
ACTION: _____		SCREEN 673
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.2-3. NSLIN Catalog Header (Delete) Screen

7.3 NSN/MCN Catalog (ZRC). Use the ZRC transaction to add an MCN or NSN record to the Catalog File for non-SB 700-20 items and for "I" and "Z" LIN in SB 700-20. Also use the ZRC to change certain data elements for both nonstandard and standard NSN records listed on the Catalog File. (See appendix E for data elements.)

a. For SB 700-20 LIN, change the selected data elements only. For a nonstandard LIN, change any data elements other than LIN and NSN. Change the NSN/MCN with a ZRD (Federal Supply Class only).

b. Use the ZRC(C) to identify regulatory or command interest items. For standard or nonstandard items, change the existing CIIC to Ø.

c. When there is a need to add an NSN (in the Army Master Data File (AMDF) but not in SB 700-20) to a developmental type LIN, beginning with "Z" in SB 700-20, input a ZRC to enter the NSN on the Catalog File. Enter all applicable data elements. After edit, the system treats the NSN as a nonstandard NSN with a nonstandard tag of N. During the next semiannual SB 700-20 catalog update, these NSN remain on the Catalog File. They will not remain if the NSN for the "Z" LIN changes to another NSN or the "Z" LIN is changed to another LIN/NSN. If this occurs, the system updates the Catalog File. The PBO must then adjust the ABF and THF by input of a ZRZ. See ZRZ procedures.

d. The use of a ZRC for an SB 700-20 NSN:

(1) If SB 700-20 lists an NSN, do not process a ZRC(A) to build a catalog NSN record. It will reject with Error Code QE.

(2) The user cannot change all data elements for the NSN in SB 700-20. Only the SRRC, CIIC, UP (must not be blank or all zeros), and incorrect or missing publication data can be changed. The system updates all other data elements during the B06ALJ Semiannual Catalog File Maintenance Process.

(a) The SPBS-R converts the Serial Number Accounting Required Designator Code (from SB 700-20) to the SRRC used in SPBS-R.

(b) The PBO may override any SRRC with an SRRC of N except as stated in the NOTE below. This indicates there is no requirement for Serial Number accounting (see appendix D).

NOTE: If SRRC is C, R, S, T, or W and CIIC is N, P, 1, 2, 3, 4, 5, 6, 8, or 9, the user cannot change the SRRC to an N.

(c) Except as stated in the NOTE above, the user may change an SRRC of C, N, R, S, T, or W to another SRRC. See subparagraph d(6) below when Bar Coding is activated for further explanation.

(d) An SRRC N in the Catalog File indicates there is no requirement for Serial/Registration Number accounting. Override this code when necessary with SRRC A, C, R, S, T, or W to indicate a requirement for Serial/Registration/Lot Number

accounting, ARMS reporting, or Serial Number Tracking. See subparagraph d(6) below when Bar Coding is activated for further explanation.

(e) The system retains the PBO assigned SRRC during subsequent SB 700-20 catalog updates unless the update changes it to C, R, S, or T with CIIC of N, P, 1, 2, 3, 4, 5, 6, 8, or 9. In addition, these codes will transfer to the new NSN if a ZRD Change changes the NSN.

■ (f) Sometimes during the Semiannual Catalog Update, the SRRC will change from C, R, S, or T to N. If the item needs Serial Number accounting, process a ZRC Change and change the SRRC back to C, R, S, or T. If the item does not need Serial Number accounting, process a ZRG Delete for each Serial Number recorded for that NSN. The ZRG Delete will process as long as the LIN, NSN, UIC, and Serial Number match. See subparagraph d(6) when Bar Coding is activated for further explanation.

(g) When an SRRC of A, C, R, S, T, or W is erroneously changed to an N, the Serial Numbers will still appear on the Hand Receipt; however, not always in the right location. The SRRC of N is telling the system it does not have to search for Serial Numbers for that NSN. These numbers are still in the file. If the above situation happens, process a ZRC(C) to change the SRRC to an A, C, R, S, T, or W, whichever is applicable. The Serial Numbers will then again be correctly displayed.

(h) When the SRRC is changed to a C or T, the system will generate required Serial Number Tracking transactions if your system has the Serial Number Tracking function activated.

(i) When the SRRC is changed to A, the system will display a subscreen for adding/changing ARMS required data (see paragraph 7.3e).

(j) Before Bar Coding is activated, PBOs should identify those SRRC "N" items (bulk managed) that they wish to manage individually and change the SRRC to "I."

(3) Each item in the Catalog File must have a Unit Price (UP). If an SB 700-20 item does not have a UP, or the field is all zeros, enter an actual or estimated UP by use of a ZRC(C). During subsequent catalog updates, the system retains assigned UP until SB 700-20 assigns a UP. At that time, the catalog data overrides the PBO-assigned UP.

(4) If the publication data for an NSN is incorrect or blank, assign the correct publication data by use of a ZRC(C). During subsequent catalog updates, the PBO-assigned publication data overrides SB 700-20 data.

(5) When processing a ZRC(C) to change the SRRC, CIIC, UP, or publication data, the system internally assigns a nonstandard tag (appendix D) to the NSN. Nonstandard tags instruct the system to retain manager-assigned values. There are

exceptions to this. Assigned values in SB 700-20 will override the manager-assigned values when the following conditions exist and write these changes to PCN: ALV-6A1, Catalog Update Exception Listing (SPBS-R internally adjusts the nonstandard tag):

- (a) SRRC changes from assigned value to R or T.
  - (b) SRRC changes from assigned value to C, S, or T and CIIC is N.
  - (c) CIIC changes from assigned value to N.
  - (d) SB 700-20 assigns a UP.
- (6) When Bar Coding is activated, do the following:

(a) When the SRRC change is a result of processing the Catalog Update (B06ALJ - Complete), use the Flagged Change SRRC Items Listing, PCN: ALV-442, and take the following appropriate action.

1 If an SRRC changes from C, R, S, or T to another one of these codes (i.e., S to T), do the following:

a If the PBO does not agree with this change, the Catalog Monitor needs to process a ZRC change transaction to reestablish the original SRRC. As a result, the system will update the Catalog SRRC and the ABF BIC for this NSN. In addition, the system will also assign a nonstandard tag of 1 to this NSN on the Catalog to prevent it from appearing on future ALV-442 change listings.

b If the PBO agrees, users need to select the Bar Code Exception Process to UNMARK this NSN. As a result, the system will update all matching ABF and BCF records with the current SRRC. In addition, if there are any UICs on the property book that are exempt from Bar Coding, select this process again for each UIC to again MARK this NSN.

2 If an SRRC changes from C, R, S, or T to N, do the following:

a If the PBO does not agree with this change, the Catalog Monitor needs to process a ZRC change transaction to reestablish the original SRRC of C, R, S, or T. As a result, the system will update the Catalog SRRC and the ABF BIC for this NSN. In addition, the system will also assign a nonstandard tag of 1 to this NSN on the Catalog to prevent it from appearing on future ALV-442 change listings.

b If the PBO agrees, users need to select the Bar Code Exception Process to UNMARK this NSN. As a result, the system will blank out the BIC on all matching ABF records and delete all BCF records. If there are any UICs on the property

book that are exempt from Bar Coding, select this process again for each UIC to again MARK this NSN. Users should delete all existing Serial Numbers (ZRG D) and then select the Generate Bar Code Labels by NSN Process to establish new Bar Code Numbers and labels.

3 If an SRRC changes from N to C, R, S, or T, do the following:

a If the PBO does not agree with this change, the Catalog Monitor needs to process a ZRC change transaction to reestablish the original SRRC of N. As a result, the system will update the Catalog SRRC and the ABF BIC for this NSN. In addition, the system will also assign a nonstandard tag of 1 to this NSN on the Catalog to prevent it from appearing on future ALV-442 change listings.

b If the PBO agrees, users need to select the Bar Code Exception Process to UNMARK this NSN. As a result, the system will blank out the BIC on all matching ABF records and delete all BCF records. If there are any UICs on the property book that are exempt from Bar Coding, select this process again for each UIC to again MARK this NSN. Users then need to add all of the appropriate Serial Numbers (ZRG A) so that when the Bar Code Daily Cycle Process is selected, the system will post the assigned Bar Code Numbers to the BCF and generate the proper number of labels for printing.

(b) When the SRRC change is not a result of the Catalog Update Process:

1 When the SRRC is changed from A, C, R, S, T, or W to another one of these codes (i.e., S to T), the system retains all existing Bar Code Numbers for the NSN being changed and updates the Bar Indicator Code (BIC) on the ABF and the Bar Code Management Type (BCMT) on the BCF with the new Catalog SRRC.

2 When the SRRC is changed from A, C, R, S, T, or W to N or from N to A, C, R, S, T, or W, the system deletes all existing Bar Code Numbers for the NSN being changed and blanks out the BIC on all matching ABF records.

a As a result, for those NSNs being changed from an SRRC of A, C, R, S, T, or W to N, users should delete all existing Serial Numbers (ZRG D) and then select the Generate Bar Code Labels by NSN Process to establish new Bar Code Numbers and labels.

b For those NSNs being changed from an SRRC of N to A, C, R, S, T, or W, users need to add all of the appropriate Serial Numbers (ZRG A) so that when the Bar Code Daily Cycle Process is selected, the system will post the assigned Bar Code Numbers to the BCF and generate the proper number of labels for printing.



3 When the SRRC is changed from N to I or from I to N, the system deletes all existing Bar Code Numbers for the NSN being changed and blanks out the BIC on all matching ABF records. As a result, to establish new Bar Code Numbers and labels, select the Generate Bar Code Labels by NSN Process.

e. To process Publication Data (pos 67-80), do the following:

(1) When processing a ZRC(A) and the SRRC is A, do not enter Publication Data. Press ENTER and a subscreen will appear for entering ARMS required data.

(2) When processing a ZRC(C) and the SRRC is A, do not enter Publication Data. Press ENTER and a subscreen will appear for changing ARMS required data.

(3) If the SRRC is not A, enter the appropriate Publication Data (that is, SC, TM).

f. Correctly prepared and successfully processed ZRC transactions will update both the Catalog File and the UI BIC and CIIC on the ABF if an ABF record exists.

g. The system produces the following output from the Daily Reports Process as a result of processing ZRC transactions.

(1) Input Trans/Error Listing (PCN: ALV-141).

(2) Serial Number Tracking Listing (PCN: ALV-145).

NOTE 1: The PBO may print a Supplemental Catalog Listing (PCN: ALV-801) for standard items on the Catalog File with a nonstandard tag, and a Nonstandard Catalog Listing (PCN: ALV-802) reflecting nonstandard equipment that has been added to the Catalog File. Select the "Non-Standard Catalog Process" option on the Catalog Processing Menu screen. Due to the machine time involved and amount of paper used, encourage limited printing of this report.

NOTE 2: See paragraph 8.14 to establish an NSLIN/MCN for MED components.

h. To initiate either the add or change process, do the following:

(1) Press the F4 function key to receive the Catalog Processing Menu screen.

(2) Place an "X" in the option column beside "ZRC-NSN/MCN Catalog (Add)" and press ENTER. The screen titled NSN/MCN Catalog Action (Add) shown in figure 7.3-1 appears. Make appropriate entries. If the SRRC is "A," do not enter Publication Data. Press ENTER and the screen in figure 7.3-2 appears. Enter Automation Resources Management System (ARMS) required data and press ENTER. This posts data to the Catalog File. If the required ARMS data is not entered at this time, the ZRC(A) will not process.

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DATE:                NSN/MCN CATALOG ACTION (ADD)                TIME:
                     TYPE ACTION - A

                                   KEY IN DATA

(01-03) DIC ..... ZRC
(04-09) LIN/NSLIN .....
(10-24) NSN/MCN .....
      (26) COMMODITY MGT CD .....
      (27) APPR BUDGET ACT CD .....
      (28) LOG CONTROL CD .....
(29-30) EQP CATEGORY CD .....
(31-32) SUPPLY CLASS .....
(33-34) UNIT OF ISSUE .....
(35-43) UNIT PRICE .....
      (44) SRRC .....
      (45) CIIC .....
(46-66) NOMENCLATURE .....
(67-80) PUBLICATION DATA ..... PRESS ENTER

DO NOT ENTER PUBLICATION DATA IF SRRC EQUALS 'A', PRESS
ENTER, A SUB-SCREEN IS DISPLAYED FOR ENTERING ARMS DATA

ACTION:_____
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP

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Figure 7.3-1. NSN/MCN Catalog Action (Add) Screen

DATE:	ZRC CATALOG ADD/CHANGE ARMS PUBLICATION DATA FIELD REDEFINITION	TIME:
CLASS CODE..... _		
MANUFACTURE CODE..... _		
SUPPLIER CODE..... _		
MODEL CODE..... _		
PRESS ENTER		
ACTION:_____		SCREEN 116
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.3-2. ARMS Publication Data Field Redefinition Screen

(3) Press the F4 function key and the Catalog Processing Menu returns to the screen. Place an "X" beside "ZRC-NSN/MCN Catalog (Change)" and press ENTER. The NSN/MCN Catalog Action (Change) screen shown in figure 7.3-3 appears. There are two screens that can now appear depending on what the operator enters on the menu. These are:

DATE:	NSN/MCN CATALOG ACTION (CHANGE)	TIME:
TYPE ACTION - C		
KEY IN DATA		
LIN/NSLIN ..... _		
NSN/MCN ..... _		
PRESS ENTER		
ACTION:_____		SCREEN 682
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.3-3. NSN/MCN Catalog Action (Change) Screen

(a) Enter an NSLIN and NSN/MCN, press ENTER, and the ZRC Catalog Change screen shown in figure 7.3-4 appears. Make appropriate changes. If the SRRC is "A," do not change the Publication Data. Press ENTER and the screen in figure 7.3-5 will appear. Use this screen to change ARMS required data. Make necessary changes and press ENTER. This posts the data to the Catalog File. If the required ARMS data is not entered at this time, the ZRC(C) will not process.

DATE:	ZRC CATALOG CHANGE	TIME:
NSLIN ..... CC0001 NSN/MCN ..... 36100123540003		
KEY IN DATA TO BE CHANGED		
COMMODITY MGT CD ..... A APPR BUDGET ACT CD ..... A LOG CONTROL CD ..... A EQP CATEGORY CD ..... 99 SUPPLY CLASS ..... 2B UNIT OF ISSUE ..... EA UNIT PRICE ..... 00000385384 SRRC ..... A CIIC ..... U NOMENCLATURE ..... IBM 360-40 MULTI-CPU PUBLICATION DATA ..... 01IBM A60401 PRESS ENTER		
DO NOT CHANGE PUBLICATION DATA IF SRRC EQUALS 'A', PRESS ENTER, A SUB-SCREEN IS DISPLAYED FOR CHANGING ARMS DATA		
ACTION: _____		SCREEN 681
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.3-4. ZRC Catalog Change Screen (Non-standard)

DATE:	ZRC CATALOG ADD/CHANGE ARMS PUBLICATION DATA FIELD REDEFINITION	TIME:
CLASS CODE..... 01 MANUFACTURE CODE..... HON SUPPLIER CODE..... MODEL CODE..... HDAS3		
PRESS ENTER		
ACTION: _____		SCREEN 116
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.3-5. ARMS Publication Data Field Redefinition Screen (Non-standard)

(b) Enter an LIN and NSN, press ENTER, and the ZRC Catalog Change screen shown in figure 7.3-6 appears. Make appropriate changes. If the SRRC is "A," do not change the Publication Data. Press ENTER and the screen in figure 7.3-7 appears. Use this screen to change ARMS required data. Make necessary changes and press ENTER. This posts the data to the Catalog File.

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DATE:	ZRC CATALOG CHANGE	TIME:
 LIN ..... C67766 NSN ..... 1240009303833 COMMODITY MGT CD ..... M APPR BUDGET ACT CD ..... 2 LOG CONTROL CD ..... B EQP CATEGORY CD ..... 99 SUPPLY CLASS ..... 2M UNIT OF ISSUE ..... EA NOMENCLATURE ..... COMPUTER ZENITH Z-248 CURRENT NON STD TAG ..... S  KEY IN DATA TO BE CHANGED  SRRC ..... A CIIC ..... J UNIT PRICE ..... 00000025700 PUBLICATION DATA ..... 01ZTH P00121      PRESS ENTER  DO NOT CHANGE PUBLICATION DATA IF SRRC EQUALS 'A', PRESS ENTER, A SUB-SCREEN IS DISPLAYED FOR CHANGING ARMS DATA  ACTION: _____ <span style="float: right;">SCREEN 685</span> PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.3-6. ZRC Catalog Change Screen (Standard)

DATE:	ZRC CATALOG ADD/CHANGE ARMS PUBLICATION DATA FIELD REDEFINITION	TIME:
 CLASS CODE..... 01 MANUFACTURE CODE..... ZTH SUPPLIER CODE..... MODEL CODE..... P0011  PRESS ENTER  ACTION: _____ <span style="float: right;">SCREEN 116</span> PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.3-7. ARMS Publication Data Field Redefinition Screen (Standard)

7.4 MCN/NSN Change Transaction (ZRD). Use the ZRD transaction to change (FSC only) or delete an MCN or NSN record on the Catalog File. Use the ZRD for non-SB 700-20 items and for "I" and "Z" LIN in SB 700-20. (See appendix E for data elements.)

a. The ZRC(C) transaction is used to change the FSC of an MCN or NSN, associated with an NSLIN or an I or Z LIN. Enter the old and the new MCN or NSN. This process updates the Catalog File. If there is an on-hand or due-in quantity for the MCN or NSN, process a ZRZ to update the ABF.

b. The ZRD(D) transaction deletes the catalog record for a particular MCN/NSN. This can be an obsolete MCN/NSN, or an MCN/NSN established by the local catalog monitor for "I" and "Z" LIN. Another method to delete an MCN or NSN is the input of a ZRB(D) to delete an NSLIN. The ZRB(D) also deletes all applicable MCN or NSN records from the Catalog File, in addition to the authorization record. See para 7.2c(3) for details.

c. If an MCN or NSN for a nonstandard catalog item becomes obsolete, or is in error, delete the catalog record by selecting the ZRD(D) from the Catalog Processing Menu. The ZRD(D) will process even when an authorization, on hand balance, Serial Number, or due-in exists on the ABF.

d. To make an entire MCN or NSN change for "I" or "Z" LIN in SB 700-20 or items in the nonstandard catalog, that have on-hand or due-in quantities, use the following procedures:

- (1) Process a ZRC(A) to establish the new MCN or NSN and additional data elements in the Catalog File.

- (2) Process a ZRD(D) to delete the obsolete or erroneous MCN or NSN from the Catalog File.

- (3) Process a ZRZ to update the ABF to the new MCN or NSN.

e. The system lists the ZRD on the Input Trans/Error Listing (PCN: ALV-141).

NOTE: Run the Daily Process at the completion of these processes. File the ZRZ Process Listing, PCN: ALV-803, as the audit trail document.

f. To initiate the change or delete process, do the following:

- (1) Press the F4 key to receive the Catalog Processing Menu screen shown in figure 7.1-1.

- (2) Place an "X" beside "ZRD-MCN/NSN Change (Change)" and press ENTER. The MCN/NSN Catalog Action (Change) screen shown in figure 7.4-1 appears. Make appropriate entries and press ENTER. This posts the data to the Catalog File.

DATE:	MCN/NSN CATALOG ACTION (CHANGE)	TIME:
KEY IN DATA		
(01-03) DIC ..... ZRD (04-09) NSLIN ..... _____ (10-24) MCN/NSN (OLD) ..... _____ (25-39) MCN/NSN (NEW) ..... _____ (80) TYPE ACTION CD ..... C		
PRESS ENTER		
ACTION: _____		SCREEN 676
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.4-1. MCN/NSN Catalog Action (Change) Screen

(3) Press the F4 function key and the Catalog Processing Menu returns to the screen. Place an "X" beside "ZRD-MCN/NSN Change (Delete)" and press ENTER. The screen titled MCN/NSN Catalog Action (Delete) appears as shown in figure 7.4-2. Make appropriate entries and press ENTER. This posts the data to the Catalog File.

DATE:	MCN/NSN CATALOG ACTION (DELETE)	TIME:
KEY IN DATA		
(01-03) DIC ..... ZRD (04-09) NSLIN ..... _____ (10-24) MCN/NSN ..... _____ (80) TYPE ACTION CD ..... D		
PRESS ENTER		
ACTION: _____		SCREEN 677
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.4-2. MCN/NSN Catalog Action (Delete) Screen

## 7.5 Nonstandard Catalog Process.

a. Press the F4 function key and the Catalog Processing Menu appears. Place an "X" in the option column next to "Non-Standard Catalog Process" and press ENTER. A screen appears which informs the user that the Nonstandard Catalog Process is ready to begin (figure 7.5-1). Press ENTER and the process begins.

b. This process generates two printouts. The first is the Supplemental Catalog Listing, PCN: ALV-801, for all standard LIN catalog records that have been modified and have been assigned a nonstandard tag other than S or N. The second is the Nonstandard Catalog Listing, PCN: ALV-802, for all NSLIN catalog records that have a nonstandard tag of N. The reports provide a management tool. Use them for information and management of Nonstandard Catalog items.

DATE:	NON-STANDARD CATALOG REPORTING	TIME:
THE 'NON-STANDARD CATALOG PROCESS' IS READY TO BEGIN		
PRESS ENTER TO CONTINUE		
ACTION: _____		SCREEN 724
PRESS <ALT-H> = HELP, RETURN = PREVIOUS MENU, MENU = TOP MENU, SO = STOP		

Figure 7.5-1. Nonstandard Catalog Reporting Screen

## 7.6 Catalog Update Process.

a. The SPBS-R user has the option to process the SB 700-20 Catalog Update from the Catalog Processing Menu. When the Catalog Processing Menu appears, select the "Catalog Update (B06ALJ - Complete)" Process. The SB 700-20 is distributed on the ARMYLOG CD-ROM monthly or semiannually on diskette for those users that do not have CD capability. The ARMYLOG contains the AMDF, SB 700-20, CAGEC (Commercial and Government Entity Code), and cross-reference (part number to NSN) files.

NOTE 1: For further information, or to get distribution for ARMYLOG,

Write: USAMC LOGSA  
ATTN AMXLS LCF  
REDSTONE ARSENAL AL 35898-7466

Or Call: DSN 645-0778, or  
Comm (205) 955-0778

E-Mail: amxslcf@logsa-emh2-army.mil

Be sure to include your AMDF customer account number or have it available when you call. If the user is not receiving the Catalog (SB 700-20) on floppy diskette every six months, contact USAISSDCL (DSN: 687-1051) for assistance.

NOTE 2: If you do not have CD capability, to obtain a copy of the "Catalog Update (B06ALJ - Complete)," call, Fax, or write:

USAISSDCL  
CUSTOMER ASSISTANCE OFFICE  
FT LEE VA 23801-1815  
DSN 687-1051  
COMM 804-734-1051  
DSN FAX 687-2974  
COMM FAX 804-734-2974



b. Although distributed monthly on ARMYLOG, the SB 700-20 is only updated semiannually (currently June and December). The SB 700-20 Catalog Update must be processed by the property book at that time to be in sync with the supply support systems and CBS-X reporting.

(1) Upon processing the complete SB 700-20, the system automatically builds a new Catalog File. It also updates the Controlled Item Inventory Code (CIIC), Unit of Issue (UI), and Reportable Item Control Code (RICC) on the ABF. When updating the UI on the ABF, if there is a due-in quantity, it checks the due-in records on the THF for the affected LIN. If the affected NSN is due in, it updates the THF UI.

(2) As a part of this process, the system produces the CBS-X Beginning Inventory Listing for RICC Code Changes, PCN: ALV-621. This listing contains those items on the ABF that changed from an RICC of blank or 0 to an RICC 2, A, B, C, or Z for units with a Unit Assignment Code of 0 or 1. This report also contains the standard Catalog LINs that were changed to a new standard LIN, i.e., a developmental I or Z LIN has changed to a "T" LIN. The ABF will be updated with the new LIN during the Catalog Update Process.

(3) This process also produces the Catalog Change Notification Listing, PCN: ALV-610. This listing shows the above changes plus LIN and NSN records requiring update by the PBO. This listing reflects both old and new values for the above data elements. Prepare adjustment documents, in accordance with AR 710-2, for catalog changes reflected on PCN: ALV-610 that may affect property book balances, such as UI changes. Process the necessary ZRZ transactions to update the ABF.

(4) The system completes the report after merging of the nonstandard records discussed in paragraph 7.6.3 below. Unmerged nonstandard records are printed on PCN: ALV-6A1 in the same manner as unmerged standard LIN.

(5) At the end of the above process and before merging the nonstandard records, the system removes all records with Action Code C or D on the SB 700-20 from the catalog. These are listed on PCN: ALV-611, SB 700-20 Delete/Change Listing.

(6) This process also produces the Flagged Changed SRRC Item Listing, PCN: ALV-442, when Bar Coding is activated. This listing reflects those NSN records that have had an SRRC change take place during this catalog update. The old SRRC is shown in the BIC field on this listing, and the new catalog SRRC is shown in the SRRC field. In addition, as a result of this change, the system places an "X" in the Bar Indicator Code (BIC) field of the ABF to suspend Bar Coding for this NSN until the user takes the appropriate action as outlined in subparagraph 7.3d.(6)(a) above.

7.6.1 Catalog File Update. The Catalog File is updated automatically by running the "Catalog Update (B06ALJ - Complete)" Process. This process is discussed in detail in the following paragraphs.

7.6.2 Catalog Update Procedures. There are two methods used in processing catalog updates. These are the Catalog Update (B06ALJ - Complete) from floppy diskette or from ARMYLOG Compact Disc, and FEDLOG Compact Disc. These processes create a new Catalog File. They update the RICC, CIIC, and UI on the ABF and update the UI on the THF if the ABF has an on hand balance. The ABF, THF, and MEF are also updated with Standard LIN to new Standard LIN. They also generate the catalog reports PCN: ALV-442, ALV-610, ALV-611, and ALV-6A1, and create beginning balance transactions and PCN: ALV-621 for CBS-X reportable items. The system will edit CBS-X information reported to the Logistics Support Activity (LOGSA) for proper LIN or NSN relationships. Run the Catalog Update Process from the Catalog Processing Menu and complete the required ZRZ transactions to ensure that correct relationships exist on the ABF and therefore on the CBS-X report. In addition, the system creates beginning (initial) Serial Number Tracking documents along with PCN: ALV-145 when Serial Number Tracking is activated. To initiate this process, follow the appropriate procedures below:

a. Catalog Update (B06ALJ - Complete) from Floppy Diskette. Press the F4 function key. Enter an "X" in the option column next to "Catalog Update (B06ALJ - Complete)" on the Catalog Processing menu and press ENTER. The screen at figure 7.6.2-1 appears. Choose "1" for diskette and press ENTER. The next screen prompts the user for the floppy drive. Enter the drive letter "A" or "B." Insert the first B06ALJ diskette and press ENTER. Follow the screen prompts when loading the Complete Catalog.

DATE:	CATALOG UPDATE PROCESS	TIME:
SELECT ONE OF THE BELOW MEDIAS		
(1) DISKETTE                      (2) CD		
ENTER '1' IF DISKETTE, '2' IF CD		
SELECTION IS: 1    PRESS ENTER TO CONTINUE		
ACTION:		SCREEN 702
PRESS <ALT-H> = HELP,    RETURN = PREVIOUS MENU,    MENU = TOP MENU,    SO = STOP		

Figure 7.6.2-1. Catalog Update Process

(1) There are two parts to this update. When the process is complete, the system will generate the Catalog Update reports. Make sure that the printer is on-line. The next screen that appears is the Catalog Outputs screen. Press ENTER and the

system will prompt the user to label and load a diskette. Press ENTER, follow the screen prompts, and the system will back up the Catalog Output Reports. The Catalog Outputs screen will then reappear. Press ENTER, follow the screen prompts, and the system will generate a backup of the CBS-X Listing, PCN: ALV-621, and the output CBS-X data file. The process will then generate a CBS-X Beginning Inventory output data file. If Bar Coding is activated, the system will provide a screen prompt informing the user that SRRC changes have occurred and a backup of PCN: ALV-442, Flagged Changed SRRC Items.

(2) When the user selects the "Catalog Update (B06ALJ - Complete)" Process, the system will update the CIIC, Unit of Issue (UI), and Reportable Item Control Code (RICC) on both the ABF and Catalog File. The ABF, THF, and MEF are also updated with Standard LIN to new Standard LIN. If the user runs the Catalog Update Process at Asset Visibility and backs up the new updated Catalog from the Support Utilities Menu with the "Back Up File System to Floppy" option, and then transfers it to the Property Accountability systems, the Property Accountability system ABF will not be updated. To keep the ABF in agreement with the Catalog, run the Catalog Update (B06ALJ - Complete) Process on all Property Accountability systems.

(3) When using the Multi-User system, the Catalog Update (B06ALJ - Complete) Process can only be run from the File Server. All attached terminals must exit SPBS-R.

b. Catalog Update (B06ALJ - Complete) from Compact Disc. The following procedures give the users the capability to update their Catalog as required.

(1) If you are the Catalog Monitor and support other SPBS-R Property Accountability systems who do not have the CD-ROM capability, do the following:

(a) CD-ROM FEDLOG or ARMYLOG Compact Disc Extract Procedures. SPBS-R systems that have CD-ROM capability can extract the Catalog Update (B06ALJ - Complete) from the monthly FEDLOG Compact Disc (Disc #3) or ARMYLOG Compact Disc (Disc #1). As with the floppy version, the CD-ROM SB 700-20 is updated semiannually in June and December.

(b) Users operating in a Multi-User environment must boot the system to MS-DOS. The FEDLOG Compact Disc will not work in VirtuOS.

1 Sign on to the system, and at the MS-DOS Master Menu, enter the Command Exec and press ENTER to receive a DOS prompt C:\Default>.

2 Change the drive to the CD-ROM drive. This will be the next physical or logical drive. For example, if the last drive is D:, the CD-ROM drive will be E:. If the last drive is E:, the CD-ROM drive will be F:. For example, the last drive is D: and the CD-ROM drive is E:. To change the CD-ROM drive, enter E:, and press ENTER.

3 Place the FEDLOG Compact (Disc #3) or ARMYLOG Compact (Disc #1) in the CD-ROM Drive and close the door. Change the path to directory DATA. To do this at the prompt, Type "CD\DATA," and press ENTER. The prompt will be E:\DATA>. Type DIR and press ENTER to display the files on the CD. Find the file named SPBS.TXT

4 Copy the SPBS.TXT file from the CD to the D:\SPBS\FILES directory. To do this, type COPY SPBS.TXT D:\SPBS\FILES\B06ALJ.RSM, and press ENTER. The SPBS.TXT file will copy to D:\SPBS\FILES directory as B06ALJ.RSM.

5 Start the program to copy the B06ALJ - Complete to floppy. At the D:\SPBS\FILES prompt, type "ALVOCP B06ALJ.RSM A:\." This will copy the B06ALJ.RSM - Complete Catalog to floppy disk in A:\ drive.

6 If you use B: drive, change the entry to: "ALVOCP B06ALJ.RSM b:\." This will copy the B06ALJ.RSM - Complete Catalog to floppy disk in B:\ drive.

7 This process will take approximately 4 3 1/2-inch or 8 5 1/4-inch High Density initialized diskettes. Make sure you have enough formatted floppy diskettes before you start the process.

8 Copy and distribute the floppy diskettes to SPBS-R users without CD-ROM capability. The user will process the Catalog Update (B06ALJ - Complete) from the F4 function key as stated in paragraph 7.6.2a. above.

(2) CD-ROM FEDLOG Compact Disc Update Procedures. Catalog Update (B06ALJ - Complete) from FEDLOG Compact Disc. The following procedures give users the capability to update their Catalog as required.

(a) SPBS-R systems that have CD-ROM capability can extract the Catalog Update (B06ALJ - Complete) from the monthly FEDLOG Compact Disc (Disk #3). As with the floppy version, the CD-ROM SB 700-20 is updated semiannually in June and December.

(b) Users operating in a Multi-User environment must boot the system to MS-DOS. The FEDLOG Compact Disc will not work in VirtuOS.

1 Sign on to the system, and at the MS-DOS Master Menu, enter the Command Exec and press ENTER to receive a DOS prompt C:\Default>.

2 Change the drive to the CD-ROM drive. This will be the next physical or logical drive. For example, if the last drive is D:, the CD-ROM drive will be E:. If the last drive is E:, the CD-ROM drive will be F:. For example, the last drive is D: and the CD-ROM drive is E:. To change the CD-ROM drive, enter E:, and press ENTER.

3 Place the FEDLOG Compact Disc #3 in the CD-ROM Drive and close the door. Change the path to directory ARMY. To do this at the prompt, Type "CD\DATA," and press ENTER. The prompt will be E:\DATA>. Type DIR and press ENTER to display the files on the CD. Find the file named SPBS.TXT

4 Copy the SPBS.TXT file from the CD to the D:\SPBS\FILES directory. To do this, type COPY SPBS.TXT D:\SPBS\FILES\B06ALJ.RSM, and press ENTER. The SPBS.TXT file will copy to D:\SPBS\FILES directory as B06ALJ.RSM.

5 Users operating in a Multi-User environment must reboot their system to return to VirtuOS.

6 At the MS-DOS or VirtuOS Sign On Screen, sign on to the system. Sign into SPBS at the MS-DOS or VirtuOS Master Menu. Press the F4 key to receive the Catalog Processing Menu.

7 Select the Catalog Update (B06ALJ - Complete) Process and press ENTER. The screen at figure 7.6.2-2 appears. Choose "2" for CD and press ENTER. The system goes to D:\SPBS\FILES to get the B06ALJ.RSM to process, and then it updates the catalog.

DATE:	CATALOG UPDATE PROCESS	TIME:
SELECT ONE OF THE BELOW MEDIAS		
(1) DISKETTE                      (2) CD		
ENTER '1' IF DISKETTE, '2' IF CD		
SELECTION IS: 2    PRESS ENTER TO CONTINUE		
ACTION:		SCREEN 702
PRESS <ALT-H> = HELP,    RETURN = PREVIOUS MENU,    MENU = TOP MENU,    SO = STOP		

Figure 7.6.2-2. Catalog Update Process (CD)

8 Follow screen prompts to back up and print the catalog reports.

(3) CD-ROM ARMYLOG Compact Disc Update Procedures. SPBS-R systems that have CD-ROM capability can extract the Catalog Update (B06ALJ - Complete) from the monthly ARMYLOG Compact Disc (Disc #1). As with the floppy version, the CD-ROM SB 700-20 is updated semiannually in June and December. Users operating in a Multi-User environment must boot the system to MS-DOS. The ARMYLOG Compact Disc will not work in VirtuOS.

(a) Sign on to the system, and at the MS-DOS Master Menu, enter the Command Exec and press ENTER to receive a DOS prompt C:\Default>.

(b) Change the drive to the CD-ROM drive. This will be the next physical or logical drive. For example, if the last drive is D:, the CD-ROM drive will be E:. If the last drive is E:, the CD-ROM drive will be F:. For example, the last drive is D: and the CD-ROM drive is E:. To change to the CD-ROM drive, enter F:, and press ENTER.

■ (c) Place the ARMYLOG Compact Disc #1 in the CD-ROM Drive and close the door. Change the path to the directory DATA. To do this at the prompt, type "CD\DATA," and press ENTER. The prompt will be E:\DATA>. Type DIR and press ENTER to display the files on the CD. Find the file named SPBS.TXT.

(d) Copy the SPBS.TXT file from CD to the D:\SPBS\FILES directory. To do this, type COPY E:\DATA\SPBS.TXT D:\spbs\files\B06ALJ.RSM, and press ENTER. The SPBS.TXT file will copy to D:\SPBS\FILES directory B06ALJ.RSM.

(e) Users operating in a Multi-User environment must reboot their system to return to VirtuOS.

(f) At the MS-DOS or VirtuOS Sign On Screen, sign on to the system. Sign into SPBS at the MS-DOS or VirtuOS Master Menu. Press the F4 key to receive the Catalog Processing Menu.

■ (g) Select the Catalog Update (B06ALJ - Complete) Process and press ENTER. The screen at figure 7.6.2-2 appears. Choose "2" for CD and press ENTER. The system goes to D:\SPBS\FILES to get the B06ALJ.RSM to process and then it updates the catalog.

(h) Follow screen prompts to back up and print the catalog reports.

7.6.3 Data Element Changes. Input a ZRC to change certain data elements for standard NSN with a standard LIN in SB 700-20. These data elements are the SRRC, Unit Price (UP), Publication Data (PUBDATA), and CIIC. The system codes these PBO changed records and all nonstandard records with a nonstandard tag. During the SB 700-20 Catalog Update Process, the system extracts these records from the old Catalog File for possible merging into the new Catalog File. The nonstandard catalog records merge with the new Catalog File with the following edits:

a. Manager-assigned SRRC from the nonstandard catalog are transposed to the new Catalog File. If an SRRC of N changes to R or S with a CIIC of N, the SB 700-20 data is used.

b. Publication data from the nonstandard catalog transfers to the new Catalog File.

c. UP transfers to the new record if the SB 700-20 data is all zeros, or is blank. If SB 700-20 has assigned a UP, it is transferred to the new Catalog File.

d. If an NSN changes to another NSN, the above logic applies and manager-assigned values, as applicable, are applied to the catalog record for the new NSN.

e. The nonstandard CIIC is retained unless the SB 700-20 catalog record contains a CIIC of N.

#### 7.6.4 Update of Other SPBS-R Files.

a. As the SB 700-20 Catalog Update Process updates the Catalog File with LIN or NSN changes, the ABF CIIC, UI, and RICC are updated, and the UI on due-ins on the THF are updated. To update the LIN and/or NSN on the ABF, BCF, CDF, and THF, process a ZRZ transaction in accordance with section 8.

b. The ZRZ updates the ABF and BCF for LIN to NSLIN and NSN or MCN changes. Standard LIN to LIN changes automatically update the ABF, THF, BCF, and MEF during the Catalog Update (B06ALJ-Complete) Process.

c. It updates the CDF for NSN or MCN.

d. The ZRZ updates the THF and Multiple ERC File (MEF) for LIN or NSLIN.

e. The ZRZ will update authorized and substitute items.

f. Use an assigned Document Number and prepare DA Form 4949, Administrative Adjustment Report, in accordance with AR 710-2 and DA Pam 710-2-1. Place DA Form 4949 in the supporting document file.

g. After processing the ZRZ transaction, select the Daily Reporting option on the Daily Processing Menu. This prints PCN: ALV-803 (ZRZ Process Listing). Attach a copy of the ZRZ Process Listing to the DA Form 4949 as an audit trail.

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